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## GENERAL ADMINISTRATION (AR) DEPARTMENT

### NOTIFICATION

The 30th March, 2013

No.8824-GAD-AR-DRF-0181-2012/AR.— In exercise of the powers conferred by section 3 read with sections 5 and 6 of the Odisha Right to Public Services Act, 2012 (Odisha Act 8 of 2012) the State Government do hereby direct that the following amendments shall be made in the notification of the Government of Odisha in the General Administration (Administrative Reforms) Department No.30-GAD. dated the 1st January, 2013 namely:—

#### AMENDMENT

In the said notification,—

- (i) in Serial Number 2, against item “14 to 25”, and for the figure and word “3 months”, “2 months”, “6 months”, “3 months & One month” and “3months” appearing against item 17,18,19, 24 and 25 respectively under the heading Name of Public Service and Given Time Limit relating to the Revenue & Disaster Management Department, the following item and the figures and word shall be substituted, namely:—

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
	(1)	(2)	(3)	(4)	(5)
<b>2.</b>	<b>REVENUE &amp; DISASTER MANAGEMENT DEPARTMENT</b>				
	14. Disposal of applications for issue of:— (i) Scheduled Caste (SC) Certificates (ii) Scheduled Tribe (ST) Certificates (iii) OBC Certificates (iv) SEBC Certificates (v) Legal Heir Certificates	30 days (excluding the period taken for disposal of objections, if any) <b>N.B.:</b> For these certificates citizens should apply in their native tahasils.	Tahasildar/ Addl. Tahasildar  Tahasildar/ Addl. Tahasildar	Collector (for SC & ST certificates)  Sub-Collector (for OBC, SEBC and Legal Heir certificates)	RDC  Collector

Sl. No.	Name of Public Service	Given Time limit	Designated Officer	Appellate Authority	Revisional Authority
	(1)	(2)	(3)	(4)	(5)
	15. Disposal of applications for issue of: (i) Residence certificates (ii) Income certificates	15 days (excluding the period taken for disposal of objections, if any)	Tahasildar/ Addl. Tahasildar	Sub-Collector	Collector
	16. Issue of certified copy of RoR	3 days	Tahasildar/ Addl. Tahasildar	Sub-Collector	Collector
	17. Disposal of uncontested mutation cases	90 days for disposal and 45 days for correction of RoR	Tahasildar/ Addl. Tahasildar	Sub-Collector	Collector
	18. Disposal of cases u/s. 8 (A) of OLR Act	60 days for disposal (excluding the time taken for payment of premium)	Tahasildar/ Addl. Tahasildar	Sub-Collector	Collector
	19. Partition of land on mutual agreement of all co-sharers u/s 19(1)(C) of OLR Act	180 days	Tahasildar/ Addl. Tahasildar	Sub-Collector	Collector
	20. Registration of documents	3 days	DSR/SR	DR-cum-ADM	IGR
	21. Issue of Encumbrance Certificate	7 days	DSR/SR	DR-cum-ADM	IGR
	22. Issue of certified copy of previously registered documents	7 days	DSR/SR	DR-cum-ADM	IGR
	23. Registration along with issue of marriage certificate under Special Marriage Act	40 days (where no objection received)	DSR/SR	DR-cum-ADM	IGR
			DR-cum-ADM	Collector	IGR
		70 days (where objection received)	DSR/SR	DR-cum-ADM	IGR
			DR-cum-ADM	Collector	IGR
	24. Registration of Societies	90 days where more than one district is involved (State Level Society)	Registrar of Societies (IGR)	Government	Government
		30 days (where one district is involved)	Addl. Registrar of Societies (ADM)	IGR	Government
	25. Disbursement of ex-gratia by Tahasildars from the date of receipt of funds and approval	90 days	Tahasildar	Sub-Collector	Collector

- (ii) in Serial Number 7, against item 34, relating to the Women and Child Development Department for the respective entries appearing under the heading, Given Time Limit, Designated Officer, Appellate Authority and Revisional Authority under appropriate columns, the following entries shall respectively be substituted, namely:-

7.	WOMEN & CHILD DEVELOPMENT DEPARTMENT				
	34. Assistance under National Family Benefit Scheme (NFBS)	30 days in rural areas	BDO	Sub-Collector	Collector
		30 days in urban areas	Executive Officer	Sub-Collector	Collector

By Order of the Governor

VIJAY ARORA

Special Secretary to Government